



Los Alamos National Laboratory
Postdoctoral Career Fair 2015

Registration Form
August 25 - 27, 2015

Section A: Employer Information

Company Name

Mailing Address

City State Zip Code

Telephone Cell Phone

Contact Person: Name

Telephone email

Please provide the names of recruiters that will be attending the Career Fair:

Recruiter #1 Name email

Recruiter #2 Name email

Recruiter #3 Name email

Recruiter #4 Name email

Information Session: Would you like to conduct a 25-min information session describing your organization? ☐ Yes ☐ No

Will any recruiters be attending the opening reception on Tuesday evening, Aug. 25th? ☐ Yes ☐ No

If so, how many will attend?

Are you planning on conducting on-site interviews? ☐ Yes ☐ No If so, how many interview rooms will you need?

Who should CD containing CVs be mailed to? Name email

Address City State Zip Code

How many copies of the CD do you want?

Section B: Facility Needs and Special Considerations

Please indicate any special needs (AV Equipment, Electrical Access, Handicap Access, Vegetarian Diet, etc.)

Federal Government Contractor ☐ Yes ☐ No

Section C: Information for the Career Fair Brochure / Program

Company Name:

Location(s)

Please identify the disciplines / expertise that your company is looking to recruit:

Are you actively recruiting at this time? ☐ Yes ☐ No

Does your company hire non-U.S. citizens? ☐ Yes ☐ No

If no, does your company hire Permanent Resident Aliens (PRAs)? ☐ Yes ☐ No

Please provide a company description below. This description is the information that LANL postdocs will see, and will influence their decisions about talking with your company. This information will appear in the Career Fair Brochure/Program so please be as detailed as possible.

Note: Please attach an electronic copy of your Organization's logo when you submit this form (in tiff format, resolution of at least 300 dpi).

Section D: Payment Options

\$100 -- Career Fair Registration Fee (total per organization)
(Includes social, continental breakfast during setup, and lunch.)

Note: The registration fee will be waived for companies sponsoring the event by \$1000 or more.

Method of payment: ☐ Credit Card ☐ Check ☐ Wire Transfer

Credit Card Payment (Visa, MasterCard, or Discover ONLY)

To make a credit card payment, go to: <http://www.lanl.gov/financial/payments.shtml> (copy and paste into a browser) and click on "Make Credit Card Payment." Select "Event Registration." Please include the participant's name and description on a separate sheet (e.g., Postdoc Career Fair payment for Jane Doe)

Check Payment: Please make all checks payable to Los Alamos National Laboratory (UT40)

- ☐ Government Check
☐ Personal Check

Please send to: Los Alamos National Laboratory
Attn: Postdoc Career Fair
PO Box 1663
Treasury, Pension & Tax, MS P231
Los Alamos, NM 87545

To return this form, please press the 'Submit by E-mail' Button. If you need to speak with the Postdoc Program Office, please phone [505-665-5306](tel:505-665-5306), or send an email to postdocprogram@lanl.gov.